

Paving Inspector Duties

- This is to be a Working Inspector
- Identify exposed gate boxes only. Paint yellow.
- Locate (w/box finder) and paint covered over boxes. Paint white.
- Leak test exposed gate boxes
- Check all boxes for alignment
- Identify locations that require a valve to be cut in.
- Review site for other work required prior to paving.
- Communicate with Paving/Field Coordinator to generate work orders for above jobs.
- Contact Paving Contractor to determine grinding and top coat paving schedule and notify Paving Coordinator with details and time line.
- Document work required and add applicable details to Maximo work orders and any other Company records using computerized and manual systems.
- Act as a resource for the MSF Crew performing the physical work on valve boxes, as related to paving projects
- Assist on short notice paving jobs to install paving rings/coordinate with Paving Contractor.
- Coordinate on site real time inspection during paving.
- Coordinate and communicate with local cities and towns on all natural gas related paving activities.
- Follow-up inspection/markings to ensure that all identified gates are raised properly.
- Perform all duties of lower classification